

DD/A 74-4934

16 DEC 1974

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT : Significant Activities during the Period
25 November through 15 December 1974

The following Administration Directorate events which were reported during your absence may be of interest to you:

1. Freedom of Information Act

a. During the past ten days, considerable attention has been paid to preparations for Agency compliance with the 1974 amendments to the Freedom of Information Act. A briefing team consisting of representatives of the Offices of General Counsel, Legislative Counsel, and Deputy Director for Administration has conducted eight briefings of Directorate-level senior staffs concerning the amendments and additional briefings are scheduled for the next several weeks. A working group made up of representatives of the key Agency components has been established to develop procedures pertaining to Freedom of Information Act requests and this working group will hold its first meeting this week.

b. The amendments, which become effective on 19 February 1975, place requirements on the Agency which may result in serious diversions of manpower from normal activities of the Agency and there is real concern that cause-oriented groups may take advantage of the provisions of the amendments to harass the Agency and divert it from its mission. Development of policies and procedures to minimize the adverse impact of the amendments will be given the highest priority in the weeks to come.

c. The Director and Deputy Director, Joint Computer Support met with the Director, Central Reference Service and his staff to formulate policy relating to the costing of computer searches under the new Freedom of Information Act. This is a difficult area inasmuch as significant cost, the updating of computerized files, may not be chargeable under the Freedom of Information Act. The expectation is that tight deadlines under the Act will cause an increase in OJCS computer usage.

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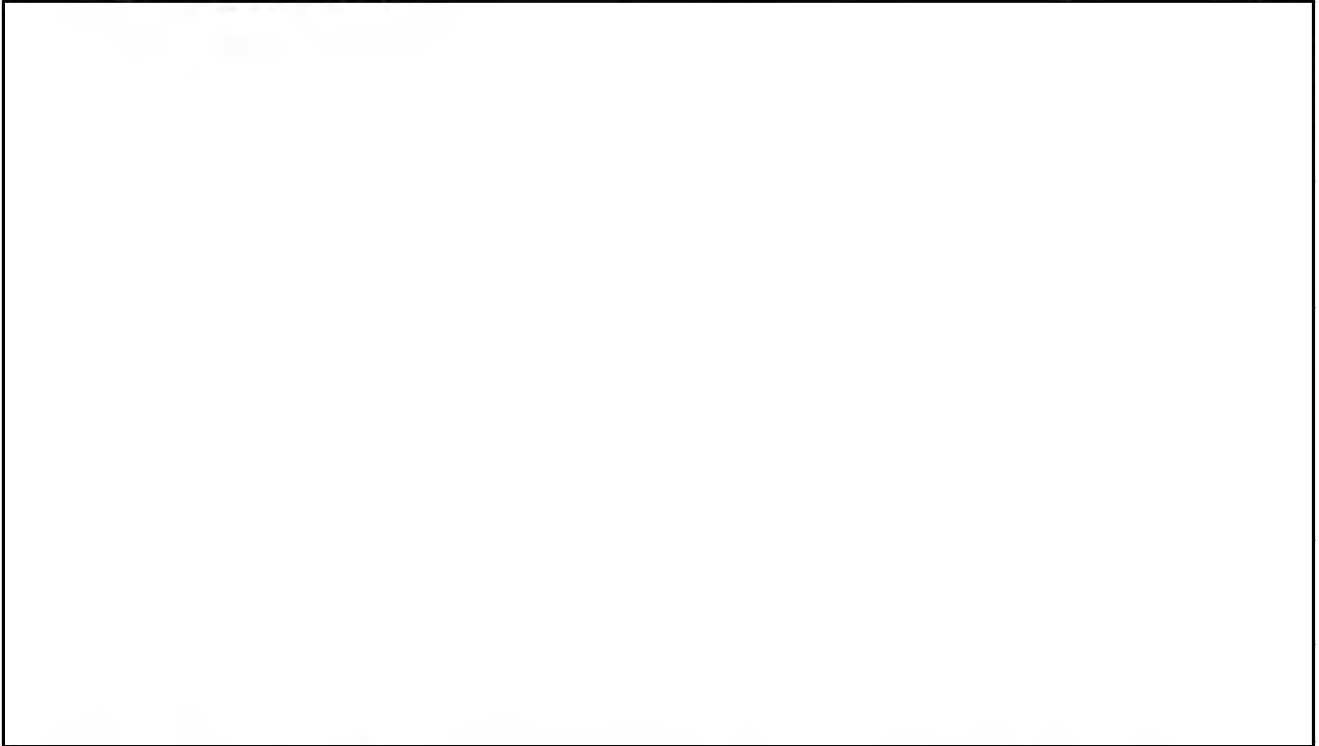
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5. Communications



6. Computer Matters

a. Desk-Top Computer: The Wang Laboratories Model 2200 desk-top computer, now being used experimentally in the Comptroller's office, was successfully linked with the IBM 360/67 time-sharing computer. This means, with appropriate programs, it will be possible for a user to access large data files stored on the IBM 360/67 from this small stand-alone computer; data can then be processed by the desk-top machine without regard to any activity on the larger machine. In addition, the Wang Laboratories machine can be used as a completely independent system while the IBM 360/67 is inactive.

b. ORACLE Visit: The visit to the ORACLE (computer mass memory) site by the Director, Joint Computer Support and the ORACLE Contract Officer Technical Representative (COTR), was quite productive. Ampex will provide more detailed specifications, agreeable to the Office of Joint Computer Support, before signing of the new ORACLE contract. Ampex is further along with the project than was evident from previous documentation, and this has generated confidence that they are capable of completing the project within the time and funding constraints.

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7. Co-op Program

a. The [] Co-op Coordinator reported to us on 4 December 1974, that two of their largest co-op employers had terminated their co-op programs because of the recession. Assuming our program remains at its present level, we should be able to secure even higher caliber applicants from [].

b. The Co-op Coordinator and his Associate interviewed 11 students at [] on 4 December 1974 for the Summer Intern Program. Four students were given applications, including one student who is president of the student government and executive officer of the college's ROTC. The co-op program was explained to the new campus coordinator who enthusiastically urged the Agency to recruit co-ops there next spring.

8. Summer Intern Program

First-year students in the Master of Science in Foreign Service Program at Georgetown University were briefed on the Summer Intern Program on 26 November 1974. We interviewed 26 of this group for the program. Dr. Chester Crocker, Director of the Program (and formerly one of Dr. Henry Kissinger's Special Assistants), characterized the CIA Intern Program as the best in the Federal Government. Dr. Crocker also reported that [] are not only doing outstanding work in their new positions at Georgetown, but are also greatly contributing to the creation of a favorable CIA image on campus.

9. Special Training Programs

a. Federal Executive Institute's Seminar in Foreign Policy: On 2 December 1974, a special two-hour briefing was held for 17 members of the Federal Executive Institute's Seminar in Foreign Policy. The briefing is in preparation for a field trip to Panama later on in the week. Mr. Paul Walsh, Associate Deputy Director for Intelligence, gave the group a "Brookings type" presentation on the role of the Agency and the Intelligence Community, followed by a background briefing and discussion on Panama by two representatives of the Office of Current Intelligence.

b. Language Training: Earlier this year the Language Learning Center worked out an agreement with the [] would use video tape recorders for taping television broadcasts in foreign countries for use in language training. We have received the first of the tapes, a German broadcast from Vienna, and are delighted with the excellent technical quality and content.

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Representatives of the Offices of Finance, Personnel and General Counsel attended an Office of Management and Budget sponsored meeting of representatives of the several Federal Retirement Systems to discuss the problem occasioned by the recently publicized "error" in the Consumer Price Index (CPI) upon which annuity cost of living increases are based. The July cost of living should have been 6.3 percent instead of 6.4 percent; this resulted in an aggregate overpayment of U. S. Civil Service Commission annuities at an annual rate of about \$6.0 million (\$20 to \$25 thousand for CIARDS). The January 1975 cost of living is still not known because it is dependent upon a corrected CPI for October which apparently will not be available until next week. There was a seeming consensus that it would be desirable to avoid recomputing annuities already paid, provided the overpayment rates mentioned above could be limited to the period ending 31 December 1974.

15. Retirement Activity

	<u>CSC</u>	<u>CIARDS</u>	<u>TOTAL</u>
Actual Retirements 7/01/74 - 12/11/74	49	51	100
Signed to Go 12/12/74 - 12/31/74	65	104	169
Others Likely By 12/31/74	11	9	20
Disabilities Pending (Not Approved)	17	15	32
Requests for Estimates on Hand	6	21	27

[s] JOHN N. McMAHON

John F. Blake
Deputy Director
for
Administration

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